



Figure 33: Fill Series dialog

- **Series Type** – defines the series type. These are:
  - *Linear* – creates a linear number series using the defined increment and end value.
  - *Growth* – creates a growth series using the defined increment and end value.
  - *Date* – creates a date series using the defined increment and end date.
  - *AutoFill* – forms a series directly in the sheet. The AutoFill function takes account of customized lists. For example, by entering January in the first cell, the series is completed using the list defined in **Tools > Options > LibreOffice Calc > Sort Lists**. *AutoFill* tries to complete a value series by using a defined pattern. For example, a numerical series using 1,3,5 is automatically completed with 7,9,11,13; a date and time series using 01.01.99 and 15.01.99, is completed using an interval of fourteen days.
- **Time Unit** – in this area you specify the desired unit of time. This area is only active if the **Date** option has been selected in *Series Type*. The options are:
  - *Day* – creates a series using seven days.
  - *Weekday* – creates a series of five day sets.
  - *Month* – creates a series from the names or abbreviations of the months.
  - *Year* – creates a series of years.
- **Start value** – determines the start value for the series. Use numbers, dates, or times.
- **End value** – determines the end value for the series. Use numbers, dates, or times.
- **Increment** – determines the value by which the series of the selected type increases by each step. Entries can only be made if the linear, growth, or date series types have been selected.

### Defining a fill series

To define your own fill series:

- 1) Go to **Tools > Options > LibreOffice Calc > Sort Lists** to open the Sort Lists dialog (Figure 34). This dialog shows any previously defined series in the *Lists* box on the left and the contents of the highlighted list in the *Entries* box.
- 2) Click **New** and the *Entries* box is cleared.
- 3) Type the series for the new list in the *Entries* box, with one entry per line (Figure 35).